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ED 3892

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, Plans and Research Staff

DATE: 17 December 1954

FROM : Chief, Instructional Services Branch, SS/OTR

SUBJECT: Summary of Accomplishments for Calendar Year 1954, ISB

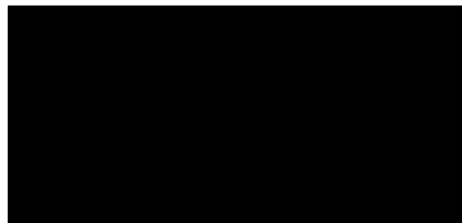
1. Production of OTR training film, "Operation Overglow" - Two-hour and twenty-minute film on clandestine overflights. Script written by Mr. [REDACTED] production planning and casting by Miss [REDACTED] and Mr. [REDACTED] who also directed the production. Technical production under an agreement with the USAF. 25X1A9a 25X1A9a 25X1A9a 25X1A9a

2. Production Locally of Training Films - Through combined efforts of the motion picture production personnel, other technicians of ISB and technicians of Reproduction Division/IO, a capability has been organized to produce training films locally. One production, "Conversation in [REDACTED]" for use in BOC was completed and full production plans for a second film for the Office of Security were completed but the film was not shot. 25X1A6a

3. Educational Exhibits - Our resources and personnel for the design and construction of educational exhibits were organized and utilized effectively in the past year. Of special importance was the completion the Intelligence Processes Exhibit Room in Alcott Hall for the Intelligence School and the Intelligence Products Exhibit in the R&S Auditorium for the Basic School.

4. Bibliographic Services - The number and quality of bibliographies prepared by the Library Staff as research tools for the instructional staffs increased during the year. We feel that the special bibliographies and the "Instructors' Guide to Current References" reflected a much better understanding of the research needs of instructors than before.

5. Preventive Maintenance of Electronic Equipment - We acquired the personnel and established a routine maintenance program of electronic equipment in OTR. Its benefits are obvious.



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